



# CITY OF BRUNSWICK

1 W. Potomac Street • Brunswick, Maryland 21716 • (301) 834-7500

## **Brunswick Planning Commission Minutes May 22, 2006**

**Commission Members Present:** Chair Ed Gladstone, Vice Chair Connie Koenig, Secretary Wayne Dougherty, Council Liaison Walt Stull, Don Krigbaum, and Ellis Burruss, Alternate.

**Staff Present:** Planning & Zoning Administrator Rick Stup, City Development Review Planner Jeff Love, City Comprehensive & Utility Planner Jack Whitmore and County Planning Liaison Carole Larsen.

Chair Gladstone called the meeting to order at 7:00 PM.

### **Minutes:**

The minutes of the April 24, 2006 meeting were reviewed and approved as presented. (MOTION by Mr. Krigbaum and seconded by Ms. Koenig unanimously passed.)

### **Chairman:**

Mr. Stup informed the Commissioners of the letter of acknowledgement and complement from MDP with regard to the 2003, 2004 & 2005 Annual Reports.

The next meeting was scheduled during the MML Conference, and Councilman Stull will be attending the conference. The Commissioners were asked to notify Staff as soon as possible if a conflict arises to ensure a quorum, or re-schedule the meeting if necessary.

Mr. Dougherty entered the meeting.

### **Old Business:**

#### **Master Plan**

**Staff review of the status and schedule revisions for Update/Re-write of the Master Plan current City of Brunswick Master Plan for re-adoption.**

Mr. Whitmore reviewed the Schedule, Survey Results, Open House Summary, and progress with regard to the Master Plan Update/Rewrite.

Messrs. Whitmore and Stup answered questionnaire response and tabulation questions from the Commission.

**New Business:**

**APFO – County**

**Review of the proposed Board of County Commissioner’s amendment of the County APFO with regard to Revise the School Adequacy Determination Process for recommendation to the Mayor & Council. FcPc File Number AT-06-02**

**Staff Presentation and Recommendation**

Mr. Stup presented the Staff Report for the proposed amendment to the County APFO , FcPc File No. AT-06-02. He stated that, if adopted by the Board of County Commissioners, the proposed amendment does not affect the City APFO unless the Planning Commission or Mayor & Council choose to proceed with a similar amendment to the City APFO. He presented the following summary of the proposed amendments:

Article I: In General, Section 1-20-5, Definitions

A definition of “APFO Test Date” has been added, and “Background Enrollment Growth” definition has been deleted.

Article I: In General, Section 1-20-8, Approval of Subdivisions, Site Plans“ or schools (1-20-61(I)(2))” has been added.

Article VI: Schools, Section 1-20-61, Determination of Adequacy (A): The proposed amended language deletes the references to the CIP and adds, how schools are to be considered adequate.

Article VI: Schools, Section 1-20-61, Determination of Adequacy  
(B)(1): The proposed amended language adds APFO Test Date references.

Article VI: Schools, Section 1-20-61, Determination of Adequacy  
(B)(2): The proposed amended language clarifies the responsibility for the preparation of the Quarterly Report on the status of all residential development of 50 units or more, and who is responsible for the School Adequacy Report.

Article VI: Schools, Section 1-20-61, Determination of Adequacy  
(C): The proposed amended language clarifies how the School Adequacy Report is requested and the information to be included.

Article VI: Schools, Section 1-20-61, Determination of Adequacy  
(D)(1) & (2): The proposed new language clarifies the consideration factors for the School Adequacy Report, and the rounding of the enrollment numbers.

Article VI: Schools, Section 1-20-61, Determination of Adequacy  
(E)(1) & (2): The proposed new language clarifies the consideration factors for the School Adequacy Report, and the rounding of the enrollment numbers.

**Staff Presentation and Recommendation Cont.**

Article VI: Schools, Section 1-20-61, Determination of Adequacy

(F): This deletes the old letter (D), inserts the BOE, and references items.

Article VI: Schools, Section 1-20-61, Determination of Adequacy

(G): This deletes the old letter (E), and inserts references items.

Article VI: Schools, Section 1-20-61, Determination of Adequacy

(H): This deletes the old letter (F).

Article VI: Schools, Section 1-20-61, Determination of Adequacy

(I)(1) & (2): The proposed new language clarifies how projects with Developer Funding for School Test Mitigation are to be considered in future Adequacy Reports.

Article VI: Schools, Section 1-20-61, Determination of Adequacy

(G): This existing section is deleted.

Article VI: Schools, Section 1-20-61, Determination of Adequacy

(H): This existing section is deleted.

Article VI: Schools, Section 1-20-61, Determination of Adequacy

(I): This existing section is deleted.

Additionally, he stated that, while the City has taken a position not to support the various School Test, "Buy Out" Amendments, and the proposed amendment to Article VI: Schools, Section 1-20-61 (I) (1) & (2) appears to include those cases, the premise for the amendment seems fair and, as with the other proposed revisions in this proposal do not appear to undermine the intent of the APFO School Test.

Staff recommended that the Planning Commission forward an Approval Recommendation to the Mayor and Council for the following reasons:

1. The proposed amendment does not undermine the intent of the City APFO, especially the School Test.
2. It does not appear to create additional opportunities for development to infringe into the Ag and Conservation Zones.
3. It does not encourage development outside of designated Growth Areas.
4. The City's ability to execute its Master Plan appears would not be compromised.

Staff further recommends the recommendation be forwarded to the Mayor and Council as part of the Staff Report.

Mr. Stup answered Commission questions with regard to the proposed amendment and Staff Recommendation.

**Staff Presentation and Recommendation Cont.**

**Applicant:** None since the request was from Frederick County for comments.

**Public Comment**

None.

**Rebuttal**

None.

**Decision**

Ms. Koenig made a motion to recommend approval of the amendments in accordance with Staff Recommendation; Mr. Dougherty seconded the motion.

**VOTE: Yea 5 Nay 0**

**Capital Improvements Program (CIP)**

**FY 2007–2012 Capital Improvements Plan - Review of the Draft FY 07–12 CIP for consistency with the City of Brunswick Master Plan for recommendation to the Mayor & Council**

**Staff Presentation and Recommendation**

Mr. Stup presented the background of the responsibilities of the Planning Commission under the authority of 66B of the Annotated Code of Maryland. He followed with an overview of the process and a summary of the index.

**RECOMMENDATION:**

Staff recommends that the City of Brunswick Planning Commission find:

1. That the location, character, and extent of the capital facilities project in the Draft Fiscal Years 2007-2012 Capital Improvement Program generally conform to the policies and guidelines of the Master Plan.
2. The projects contained within the Draft Fiscal Years 2007-2012 Capital Improvement Program generally conform with the policies and guidelines pertaining to the Community Facilities Plan Proposals within the Master Plan.
3. The Chair is authorized to forward a letter indicating the Planning Commission Recommendation to the Mayor.

Mr. Stup answered Commission questions with regard to the CIP and Staff Recommendation. He stated that this is the beginning of the City establishing the formal CIP process in accordance with 66B of the Annotated Code of Maryland.

**Planning Commission Minutes**  
**May 22, 2006**  
**Page 5 of 5**

**Applicant**

None, since it was the City.

**Public Comment**

None.

**Rebuttal**

None.

**Decision**

Mr. Dougherty made a motion to find the 2007-2012 CIP consistent with the City of Brunswick Master Plan in accordance with Staff Recommendation and instructed Staff to forward that finding to the Mayor & Council in the form of a Staff Report or letter; Ms. Koenig seconded the motion.

**VOTE: Yea 5 Nay 0**

**Public Comment:**

Mr. Stup announced that to date there would be a regular meeting on June 26, 2006.

Kim Cable commented on the Master Plan Questionnaire.

**Adjournment:**

The meeting was adjourned at 8:05 PM.

Respectfully submitted,

Edward Gladstone, Chair  
Brunswick Planning Commission